




Report to the Auburn City Council

Action Item
Agenda Item No. **12**


City Manager's Approval

To: Mayor and City Council Members
From: Wilfred Wong, Community Development Director
Date: March 24, 2014
Subject: Historic Design Review Commission's Recommendations

The Issue

Should the City Council accept the recommendations from the Historic Design Review Commission (HDRC)?

Conclusions and Recommendation

- A. By Motion, accept the Historic Design Review Commission's recommendations for information to be displayed on the City's website, which includes an information flyer. Community Development staff will coordinate with Administrative Services staff to complete this project.
- B. By Motion, accept the Historic Design Review Commission's recommendations and direct staff to finalize the recognition process to commend those who have restored renovated and/or maintained their property in an exemplary manner.
- C. By Motion, accept the Historic Design Review Commission's recommendations and direct staff to finalize the process for recognition signage for those properties designated in the Auburn Register of Historic Sites.

Background/Analysis

On February 19, 2013 the HDRC decided to review the 10 powers and duties detailed in the municipal code (Exhibit A). The Commission's original intent was to discuss and better understand the existing code and its application. During their review the Commission determined that they had completed or perform as part of their normal responsibilities 5 of the powers and duties entrusted in them (1, 2, 3, 4 and 8). After reviewing the other remaining duties, the HDRC developed information and programs they felt worthwhile for the City Council to consider.

Members of the HDRC will present for City Council consideration the following:

- 1. Information to be displayed on the City's website.
- 2. An informational flyer.

3. A recognition process to commend those who have restored renovated and/or maintained their property in an exemplary manner.
4. For properties designated in the Auburn Register of Historic Sites a sign recognizing the property, how the sign could be designed, possible funding for the sign and consider updating the walking tour brochure.

Alternatives Available to Council; Implications of Alternatives

1. Accept the HDRC's recommendations; HDRC will continue to work on their duties.
2. Do not accept the HDRC's recommendations; HDRC will continue to work on their duties and explore other options.

Fiscal Impacts

Motion A: Staff time will be needed to update the City's website with the information provided by the HDRC. No additional funding will be required for this project.

Motion B: Staff time will be needed to finalize the recognition process to commend those who have restored renovated and/or maintained their property in an exemplary manner. Except for the cost for certificates/commendations, no additional funding will be required for this project.

Motion C: Staff time will be needed staff to finalize the process for recognition signage for those properties designated in the Auburn Register of Historic Sites. Funding for the design of the sign and how a sign will be paid for will be subject to the direction given by the City Council.

Additional Information

Please see the following Exhibits for more details:

- A. Auburn Municipal Code 159.496 Historic Design Review Commission; Powers and Duties.

EXHIBIT A

§ 159.496 HISTORIC DESIGN REVIEW COMMISSION (HDRC); POWERS AND DUTIES.

(A) The Historic Design Review Commission shall have the following powers and duties:

(1) To adopt rules of procedure for the conduct of its business in accordance with the provisions of this subchapter;

(2) Act in an advisory capacity to the City Council in all matters pertaining to historic resources and districts;

(3) Develop and maintain criteria for the nomination and designation of structures, improvements, or sites as historic resources. Such resources shall be separate and apart from the Historic Design Review District but shall be subject to the provisions of the district;

(4) Approve, conditionally approve, or deny Historic Design Review Permits in accordance with the provisions of this subchapter and the requirements of Chapter 157;

(5) Render advice and guidance, upon request of the owner or occupant of the property, on the restoration, alteration, decoration, landscaping or maintenance of any cultural resource including landmarks, sites, districts or neighboring properties within public view;

(6) Encourage and render advice and guidance to property owners or occupants on procedures for inclusion of a cultural resource on the local, State, or Federal level;

(7) Recommend to the City Council, from time to time or as events warrant, recognition of owners or occupants of structures, improvements or sites by means of certificates, plaques, markers or commendations who have restored, renovated and/or maintained their property in an exemplary manner;

(8) Establish guidelines for the declaration of historical buildings and structures within the city and designate all such buildings and structures as having special historical significance in a separate register of historical buildings (such as the Auburn Register of Historic Buildings);

(9) Investigate and make recommendations to the City Council on the availability and use of funding which is or may become available from various federal, state, local or private sources to promote and undertake preservation of districts, structures, improvements or sites of historical value to Auburn; and

(10) Provide local owners of diverse structures, buildings, areas, and sites with the benefits and responsibilities of inclusion in local, State, or Federal registries of historic properties.

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